



September 26, 2014

To: Executive Board

Subject: **Contract Award- Bus Stop Signs Replacement Project**

Recommendation

Authorize the Executive Director to negotiate final terms and conditions and enter into Agreement No. 15-010 with The O.K. Earl Corporation in the amount of \$277,216 for the production and installation of die-cut bus stop signs and decals.

Background

At the October 2013 Executive Board meeting, the Board approved the execution of a contract for the production and installation of the new bus livery and decals on the Foothill Transit buses. The current bus stop signs have been in place since the late 1980s and to complement the new bus livery design, Foothill Transit's bus stop signs will be updated to incorporate the design elements of the livery and maintain consistency in branding and imaging.

On July 24, 2014, Invitation for Bids (IFB) 15-010 was issued for the bus stop sign replacement project. A pre-bid conference took place on July 31, 2014 to familiarize prospective bidders with the scope of work and important elements of the bid. At the pre-bid conference, bidders were given an opportunity to ask project-related questions. Answers were provided by the project team on August 27 to all questions posed by prospective bidders. On September 9, Foothill Transit received 4 bids on the project.


After the bids were reviewed, Earl Corporation, based in Irwindale was determined to be the lowest responsive and responsible bidder. Approximately 2,287 sign blades will be installed and over 5,520 decals will be applied for installation throughout Foothill Transit's service area.

Budget Impact

The approved Fiscal Year 2014/2015 Business Plan includes funding for the Bus Stop Signs Replacement Project.

Sincerely,


Sharlane R. Bailey
Director of Facilities


Doran J. Barnes
Executive Director